



**THE CITY OF SAN DIEGO
CITIZENS' EQUAL OPPORTUNITY COMMISSION
AGENDA**

We need a quorum of five (5) to conduct business. If you will not be able to attend this meeting, please call Cheryl Stadille at 619-236-6072 by 12:30 p.m., Tuesday, prior to the meeting.

Wednesday, September 2, 2015

6:00 – 8:00 p.m.

**City Administration Building
12th Floor Committee Room
202 C Street – 12th Floor
San Diego, CA 92101**

- Item 1: CALL TO ORDER: ROLL CALL**
- Item 2: APPROVAL OF THE MEETING MINUTES OF AUGUST 5, 2015**
- Item 3: NON AGENDA PUBLIC COMMENT**
- Item 4: ACTION ITEMS**

[Public Comment](#) Testimony at August 5, 2015 Meeting

Item A: Letter to Mayor on Vote of Confidence for Equal Opportunity Contracting (EOC) Staff

Recommended Action: CEOC to draft letter to the Mayor expressing confidence in EOC Staff

Item B: Letter to Mayor Requesting Summary/Report of Tracking and Monitoring of Contracts & Relevant Data from All Procuring Departments

Recommended Action: CEOC to draft letter to the Mayor to request contract award data routinely collected by departments and systems and processes used to collect, verify, & report Equal Opportunity Program related data for Construction, Goods, Services, and Consultant Contracts

Item C: Letter to Mayor to Request Report on Technical Assistance Provided to Promote Equal Opportunity Program

Recommend Action: CEOC to draft letter to Mayor to request report on programs addressing certification, marketing, business management, prevailing wage & other needs of Small and Local Business Enterprise and Emerging Business Enterprises (SLBEs/ELBEs)

Item D: [2015 CEOC Annual Retreat](#)

Recommended Action: Vote on selection of Commissioner Retreat Date/Time, Location, and Discussion Topics

Item 5: DISCUSSION ITEMS

Item A: Changes to P&C Management and Reporting Structure

- [Purchasing & Contracting Staffing Memorandum \(dated 7/16/15\)](#)
 - Process for Termination of At-Will City Employees
 - Process for Recruitment of New Purchasing & Contracting Director

Item B: [Performance Audit of Citywide Contract Oversight](#)

- Review of audit for determination of Equal Opportunity Program related recommendations for oversight improvements relating to diversity, participation, & commitments

Item 6: PRESENTATION

- James Nagelvoort, Director, Public Works Department
- [Recommended Changes to Contractor Prequalification Program](#)
 - Evaluation of existing Public Works Construction Contractor Prequalification program for improvement opportunities

Item 7: STAFF UPDATES

- Christian Silva, Senior Contract Compliance Officer, Equal Opportunity Contracting
 - [Equal Opportunity Contracting \(EOC\) Program Update](#)
 - SLBE/ELBE Program Updates
 - CIP/Goods & Services Contracting Updates
 - Outreach Events

Item 8: CHAIR ANNOUNCEMENTS

Item 9: SUBCOMMITTEE REPORTS

- [Data](#)
- Public Relations
- [Bidding & Contracting](#)

Item 10: ADJOURNMENT

This information will be made available in alternative formats upon request as required by the Americans with Disabilities Act (ADA) by contacting Cheryl Stadille at 619-236-6072. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services or interpreters, require different lead times, ranging from five business days to two weeks. Please provide as much advance notice as possible in order to ensure availability. Assistive Listening Devices are available upon request.

Public Comment on an Agenda Item: If you wish to address the Commission on an item on today's agenda, please complete a speaker form (on the table near the door) and give it to the Commission's staff before the Commission hears the agenda item. You will be called at the time the item is heard.

Public Comment on Matters Not on the Agenda: You may address the Commission on any matter not listed on today's agenda. Complete a speaker form and give it to the Commission's staff. However, California's open meeting laws do not permit the Commission to discuss or take any action on the matter at today's meeting. At its discretion, the Commission may refer the matter to staff or committee.

Individual's comments are limited to three minutes per speaker. At the discretion of the Chair, if a large number of people wish to speak on the same item, comments may be limited to a set period of time per item.